

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: NEW ONLINE DISABILITY TRAINING

As part of a continuing effort to provide disability orientation and training resources to One-Stop Career Center staff, the Employment Development Department (EDD) and the California Governor's Committee on Employment of People with Disabilities (Governor's Committee) introduces the Disability Navigator Training Series. The Basic Navigator, the first of two trainings in the Disability Navigator Training Series, focuses on developing a fundamental awareness and understanding of disabilities. It is now available to One-Stop Career Center staff and their partners. There is no charge for the training.

Using a computer with an Internet connection, staff can visit the Disability Navigator Training Series Web site to begin the training. The training provides computer-assisted instructions and is easy, convenient, and quick. It takes approximately 30 minutes to complete each of the five modules. Each module is self-paced and can be resumed if interrupted during the training. Upon successfully completing the assessment portion of the training, staff will be certified at the Basic Navigator level and receive a certificate of completion.

To access the Disability Navigator Training Series follow these steps:

1. Be sure you are using a recent version of Internet Explorer (version 6 for Windows, or version 5 for the Macintosh),
2. Go to the Disability Navigator Training Series Web site:
interwork.sdsu.edu/navigator,
3. Click on the link: Click to Register on the right side of the screen. When prompted, enter the following registration code: **1stop**,
4. You will receive a User Name and Password after you complete the registration information. In addition, you will be sent a User Name and Password confirmation to the e-mail address you provided at registration,
5. Go back to the home page interwork.sdsu.edu/navigator to log in. Enter your new User Name and Password to the Table of Contents for the Basic Navigator Training Series.

If you have any questions or comments about the Disability Navigator Training Series, please contact Robyn Peguero at rpeguero@edd.ca.gov or (916) 654-0205.

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